

## **Finance Committee Special Meeting**

Minutes of the September 30, 2015

Dodge County Finance Committee Chairman, Dave Frohling called the Finance Committee meeting to order at 3:15 p.m. on Wednesday, September 30, 2015 in Room H & I – Auditorium of the Administration Building. Chairman Frohling took roll and the following members were present: Frohling, Schaefer, Adelmeyer, and Uttke. Gohr was excused.

Also present: County Board Chairman Russ Kottke, Supervisor MaryAnn Miller, Mielke, Bill Ehlenbeck, Joyce Fiacco, Marc Bethke, John Veling, Karen Gibson, Steve Seim, Judge Sciascia, Lynn Steger, Lifke and Watertown Daily Times reporter Becky Vosters.

Julie Kolp, Finance Director certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Joyce Fiacco, Land Information Director and Bill Ehlenbeck, Parks Manager appeared to present Land Resources and Parks' 2016 proposed budget. Fiacco presented information on Land Information Business Units (BU) and Ehlenbeck presented on Parks.

According to Fiacco, Land Information BUs are service BUs and don't generate much revenue. BU 1101 – Survey revenues are down due to less WiDOT contracts. These BUs operate at bare minimum and most levy increases are due to wages and benefits. BU 811 – Land Information Office, BU 813 – Public –Access Housing Data and 814 – Copier/Scanner are non-lapsing, \$0 levy BUs. Beginning 2016, BU 813 will be combined with BU 811 due to statutory change that no longer requires the activity of these BUs to be separated.

The planning and development BUs for this department are BU 7801 – Planning and Development, BU 7802 – Nonmetallic Mining, BU 7812 – Board of Adjustment, BU 7841 – WI Fund Septic System Improvement, BU 7871 – Economic Development Loan, BU 7872 – Emergency Assistance, BU 7877 – Economic Development and BU 7879 – Tourism Development. Tourism Development was budgeted an additional \$1,000 for Sundry Contractual since the 2016 Budget Review book printing. The extra funding is additional marketing support for Discover Dodge. Nonmetallic Mining, WI Fund Septic System Improvement, Economic Development Loan, and Emergency Assistance are \$0 levy BUs. Planning and Development supports the majority of activities for Code Administration and Planning and Economic Development Divisions. Revenues from permit applications and planning services are the lowest seen in the past 20 years due to economic conditions. Expenditure increases for these BUs are due to wage and benefit increases.

Ehlenbeck presented Parks' proposed budgets. The Parks division of Land Resources and Parks include BU 7851 – Glacial River Trail, BU 7852 – Gold Star Trail, BU 7860 – Recreation Administration, BU 7861 – Snowmobile Trail Maintenance, BU 7862 – ATV Trail Maintenance, BU 7863 – Harnischfeger Park, BU 7864 – Nitschke Mounds Park, BU 7865 – Astico Park, BU 7866 – Derge Park, BU 7867 – Ledge Park, BU 7868 – Wildgoose Recreation Trail, and BU 7869 – Parks-Future Development. Gold Star Trail, Snowmobile Trail Maintenance, ATV Trail Maintenance, and Parks-Future Development are \$0 levy BUs. Camping and camping related revenues at Harnischfeger, Nitschke Mounds, Astico, Derge and Ledge Parks are projected to increase due to increased camping activity and Friends of Parks donations. Expenditure are mostly maintenance related with the majority of increases due to personnel except Ledge Park. Ledge Park's personnel expenditures are anticipated to decrease due to retirement of current summer staff

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and new staff for 2016. Wildgoose Recreation Trail levy requirement is proposed to increase due to initiation of an annual trail maintenance plan.

Fiacco concluded with a brief update for year-end 2015. Fiacco projects Land Resources and Parks will be returning \$20,000 to \$25,000 to the General Fund at year-end 2015.

Marc Bethke, Land Conservation Director appeared to present Land Conservation's 2016 budget. According to Bethke, a decrease in State Aid has affected a number of BUs in his department causing an increase in levy dollars for most of them. BU 6878 – Nutrient Management Farmer Education originally was a department under the direction of UW – Extension but in the absence of a Crops and Soil Agent, Nutrient Management Farmer Education was transferred to Land Conservation. In the past, this BU was funded by a grant. That grant was eliminated causing a \$700 levy impact. Bethke thought this was a good program to continue since it benefits young farmers and farmers requesting a refresher. BU 7001 – Land Conservation is anticipating a \$38,256 levy decrease due to replacing a 0.75 FTE with a 0.5 FTE employee. BU 7004 – Land and Water Resource Management Program, BU 7042 – Animal Waste Management, and BU 7074 – Farmland Preservation Program are anticipating levy increases as a result of decreased State Aid and increased personnel costs. BU 7072 – Resource Conservation and Development is a \$0 levy BU and BU 7076 – Beaver Dam River Watershed Project has a \$100 levy increase and is for recording fees to file cost-share agreement satisfaction forms. This agreement will end in 2016.

Jim Mielke, Administrator presented County Board's 2016 proposed budget. According to Mielke, with the implementation of Kronos, County Board will begin receiving intra-governmental revenue from redistributed meeting pay for Highway, Health Facilities, and Library Planning Committee, Veteran's Service Commission, and Board of Adjustments. According to Julie Kolp, this meeting pay is reimbursable and therefore recorded in the respective BU. BU 101 – County Board will also have a \$66,500 General Fund transfer to offset expenditure for a new Roll-Call Voting system in the County Board room. Increases in Registration and Tuition, Meals and Lodging and decrease in Committee Board Travel is the result of a change in expenditure posting. This change was implemented to be consistent with other departments within the county. An increase to Computer Equipment is for the voting system.

Mielke continued with Administrator's 2016 proposed budget. According to Mielke, there is little change in this budget. Collectively, a projected \$497 decrease will be needed. Changes for BU 801 – County Administrator is primarily increased payroll expenditures. Either no change or minor changes are anticipated for BU 804 – Risk Management, BU 805 – Property and Liability Insurance, BU 806 – General Liability – Self Insurance, and BU 808 – WMMIC Liability Insurance.

Mielke concluded with Library's 2016 proposed budget. According to Mielke, the amount given to county and adjacent libraries is circulation dependent and libraries have reported a decrease in usage. In prior years, libraries have been reimbursed for 70% of their circulation costs and beginning 2016, reimbursement will be at 75% due to Jefferson County dropping out of the library system and Dodge and Washington County system costs potentially increasing.

John Veling, Central Service Director appeared to present Central Services' 2016 proposed budget. Veling provided an overview on operations for his two BUs. Both BUs are \$0 levy and funded by

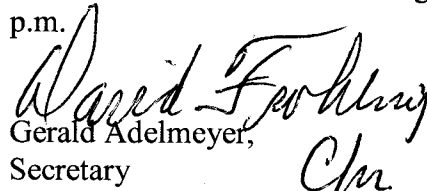
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services provided to the public, other government entities and internal departments. BU 1501 is Reproduction Services and BU 1505 is Mail. Reproduction Services maintains a fund balance that is used to replace copiers. Due to advancements in technology and advance functionality of printers, Information Technology has taken over most copier replacements with copier/printer equipment. This is resulting in less revenue for Reproduction and a challenge in maintaining a \$0 levy requirement. BU 1505's revenue is strictly from intra-departmental charges for mail services.

Judge Joe Sciascia and Lynn Steger, Register in Probate appeared to present the Courts' 2016 proposed budget. According to Judge Sciascia, State allocation will be through a Block Grant beginning in 2016 and at this time the Judges are unsure how that will affect County allocation. Judge Sciascia continued with the different BUs within the Court's department and reiterated previously heard concern regarding costs and numbers of Psychiatric Evaluations and Indigent Counseling. Steger provided information on Register in Probate's budget. According to Steger, BU 401 – Register in Probate continues to see increased revenue despite increased trust numbers. Expenditure increases are basically personnel related but revenue increases resulted in a \$640 decrease of levy dollars. The 2016 Budget Review book incorrectly stated BU 301 wages at \$221,160. It should be \$222,160 and will be addressed at the conclusion of the budget review meetings.

Next special meeting is scheduled for Thursday, October 1, 2015 at 3:30 p.m. in Room H & I - Auditorium on the 1<sup>st</sup> floor of the Dodge County Administration Building.

With no other business on the agenda, Chairman Frohling declared the meeting adjourned at 4:58 p.m.

  
Gerald Adelmeyer,  
Secretary